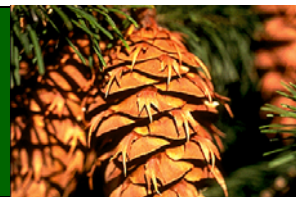


KING COUNTY FORESTRY OPPORTUNITY GRANT APPLICATION



DIRECTIONS

Complete all the blanks on this form using a legible font, type or hand printing. Send completed applications via email or surface mail to:

Linda Vane, King County Forestry Program

201 South Jackson Street, Suite 600

Seattle, WA 98104-3855

Phone: 206-296-8042/ TTY: 711

Email: linda.vane@kingcounty.gov

GENERAL INFORMATION

Amount Requested _____

Round to nearest dollar

Total Project Cost _____

Round to nearest dollar

Name of Project _____

Project Location including name of landowner (if more than one, include location/landowner information for each)

Are any permits required for the project? ☐ Yes ☐ No ☐ Don't know

If yes, what permits have been issued (attach copies)? _____

If no, what permits must be obtained and by when? _____

CONTACT INFORMATION

Application is from: ☐ non-profit organization ☐ school ☐ business ☐ tribal government ☐ other _____

Name of Applicant: _____

Address: _____

Email: _____ **Phone:** _____ **Other Phone:** _____

If organization, Name of Contact Person: _____

Project Coordinator Name & Title: _____

Tax Information Disclosure

If a grant is awarded, applicants will be required to submit an IRS Form W-9 on which they must disclose their Social Security Number or Employer Identification Number. King County is required to annually submit a Form 1099 to the IRS and to the payee indicating the amount of cost-share funds paid during the previous calendar year.



DEPARTMENT OF NATURAL RESOURCES AND PARKS
WATER AND LAND RESOURCES DIVISION

PROJECT INFORMATION

Use the numbered sections and titles from the following outline to organize your answers. *Please use a legible font and write no more than 4 single-spaced pages for question #1-6, including the text of the questions below.*

1. **Background.** Briefly describe how and when your group, business or organization began, its primary mission, how it is funded and the qualifications of the key people who will be involved in this project.
2. **Project Site.** Describe the project site, including ownership and any parties responsible for site management. If your project is on forest land, is there a Forest Management Plan or Forest Stewardship Plan in place? (Attach a site map, project drawing, and/or photos if you like).
3. **Problem to be addressed.** What problem does your project address? Has anything been done in the past to address these issues, and by whom?
4. **Outcomes.** What do you hope to accomplish by your project? What benefits related to the following will result: markets for forest products; cooperative forest management; training for youth in forest-related careers; community forestry or public awareness of the value of sustainable forest management?
5. **Activities and timeline.** List the most important activities or tasks you plan to organize in order to achieve the project outcome[s] and list the estimated completion dates. (Answer questions such as what will be done, by whom, where, when, how much and how many.)
6. **Partners.** List your project partners and briefly describe how they will help you with this project. (Partners are groups or individuals who contribute to the project outcomes in a material way with services or supplies. Contractors who are paid to work on the project are not considered partners.) Along with this proposal, attach letters of support from each major partner documenting that they understand their role in the project.
7. **Project Budget.** Using the table on the next page, list projected costs for each of the “Budget Items” that apply to your project. A minimum of 50% cost share is required. See the sections on “allowed costs” and “costs not allowed” in the Guidelines for guidance or contact Linda Vane, linda.vane@metrokc.gov or 206-296-8042, at the King County Forestry Program for help.

Project Budget Table (Add more lines if needed.)

Budget Item by Category	TOTAL COST	Grant Amount Requested	Applicant's Cost Share	Description (List what will be purchased and who will provide it, if it is claimed as part of your cost share. Indicate if the source of the match is confirmed or not.)
Paid Staff Salary & Benefits (show hours worked x hourly rate)				
Contracted Services (work crews, heavy equipment operation, printing, training, etc.)				
Donated Services and Volunteers (show hours worked x hourly rate)				
Travel				
Supplies (hand tools, plants, flagging, fencing, office supplies, etc.)				
Equipment (rental or purchase)				
Other (permits, insurance, inspection, etc.)				
TOTAL				

We, the undersigned, attest that to the best of our knowledge the information contained in this application is true and that the proposed project is not required by a directive of King County or other government agency. We understand that the submitted application is a matter of public record. Also, should this application be awarded: 1) we understand that we may not incur any project expenses until all designated signatories have signed a grant agreement, 2) we will be required to provide proper accounting of project expenses, and necessary and normal maintenance to sustain the value of the project once it is completed, and that (3) we agree to allow King County staff access to the property to determine project feasibility, certify project completion, and to determine compliance with applicable maintenance requirements. Applicants are NOT required to allow public access to their properties. By their signatures, the landowner(s) attest that they have no plans to sell their property as of the date of this application, if applicable.

Name and Title, Applicant Representative

Date

Name and Title, Fiscal Sponsor

Date

Landowner

Date